



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING


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MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

MEMORANDUM

DATE: February 2, 2023

TO: Local and Intermediate School District Superintendents
Public School Academy Directors

FROM: Delsa D. Chapman, Ed.D., Deputy Superintendent 
Division of Educator, Student, and School Supports

SUBJECT: Michigan Integrated Continuous Improvement Process

The purpose of this memorandum is to notify districts of a process coming soon for connecting the former goals from the Cognia ASSIST platform (discontinued on December 31, 2020) to their [Michigan Integrated Continuous Improvement Plan](#) (MICIP). These new goals will be referred to as limited maintenance goals. To be a limited maintenance goal, the prior ASSIST goal and its associated strategy (or strategies) must have been approved previously in a district's consolidated application.

The MICIP development team is creating a new platform feature for **release by February 28, 2023**, where districts can enter the information for the new limited maintenance goals. There will be a limited window of time for districts to enter limited maintenance goals into their MICIP portfolios once the new platform is released. Look for more information about limited maintenance goals in February, 2023 via the MICIP website, MICIP Continuous Communication Special Edition, and the Michigan Department of Education (MDE) Thursday Communication. Once the window is closed **on June 30, 2023**, districts will have only the option to create active goals or move active goals into maintenance.

There will be the opportunity for the following four types of goals in the MICIP portfolio:

1. **Active** goals that are currently in MICIP and receiving a primary focus in the continuous improvement plan
2. **Maintenance** goals that were former active goals in MICIP that continue to be monitored but are no longer a primary focus
3. **Limited Maintenance** goals formerly in ASSIST that are historically funded through the consolidated application and require monitoring
4. **Archived** goals that have been addressed in the past but are no longer a focus

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Before connecting ASSIST goals to MICIP limited maintenance goals, MDE encourages the district's continuous improvement team to review the goals to see if they 1) are still relevant, 2) should become active goals, 3) should be discontinued, or 4) might be addressed through combining related individual goals into systems goals.

Limited maintenance goals in the portfolio will automatically be archived after three years. The district can turn limited maintenance goals into active goals by taking them through the entire MICIP process. After three years, the district will return to three types of goals – active, maintenance, or archived.

Continuous Improvement plans are required in accordance with Michigan's Revised School Code section [MCL 380.1277](#) and the federal Elementary Secondary Education Act (ESEA), as reauthorized by [the Every Student Succeeds Act \(ESSA\)](#) Section 1112(a) (pp.52 and 53). In accordance with the May 26, 2022 memorandum [Continuous Improvement Plan Requirements for 2022-24 School Years](#), all plans shall be in MICIP beginning with the 2023-24 school year, including ASSIST plans currently existing as Adobe pdf documents.

For questions, please contact Dr. Theresa Nugent at nugentt@michigan.gov or Mr. Ben Boerkoel at boerkoelb@michigan.gov.

cc: Michigan Education Alliance
Confederation of Michigan Tribal Education Departments